THREE SPRINGS SHIRE COUNCIL

Heart of North Midlands

AGENDA
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
28 MAY 2025
COMMENCING AT 5.30 PM

WILDFLOWER COUNTRY

President and Councillors,

An ordinary meeting of Council is called for Wednesday, 28 May 2025, in the Council Chambers, Railway Road, Three Springs commencing at 5.30pm.

Keith Woodward PSM
Chief Executive Officer

22 May 2025

Shire of Three Springs
PO Box 117, Three Springs
WA 6519

Disclosure of Interest Form

(Elected Members/Committee Members/Employees/Contractors)

Local Government Act 1995 (Section 5.65, 5.70 & 5.71)

To: Chief Executive Officer

- ☐ **Ordinary Council Meeting held on** ______________________________
- ☐ **Special Council Meeting held on** ______________________________
- ☐ **Committee Meeting held on** ______________________________
- ☐ **Other** ______________________________

Report No ______________________________

Report Title ______________________________

Name ______________________________

☐ **Elected Member** ☐ **Committee** ☐ **Employee** ☐ **Contractor**

Type of Interest ***(*see overleaf for further information)***

☐ **Proximity** ☐ **Financial** ☐ **Impartiality**

Nature of Interest

____

____

____

Extent of Interest (if intending to seek Council approval to be involved with debate and/or vote)

____

____

Name:______________________ **Signed:**______________________**Date:** ______________

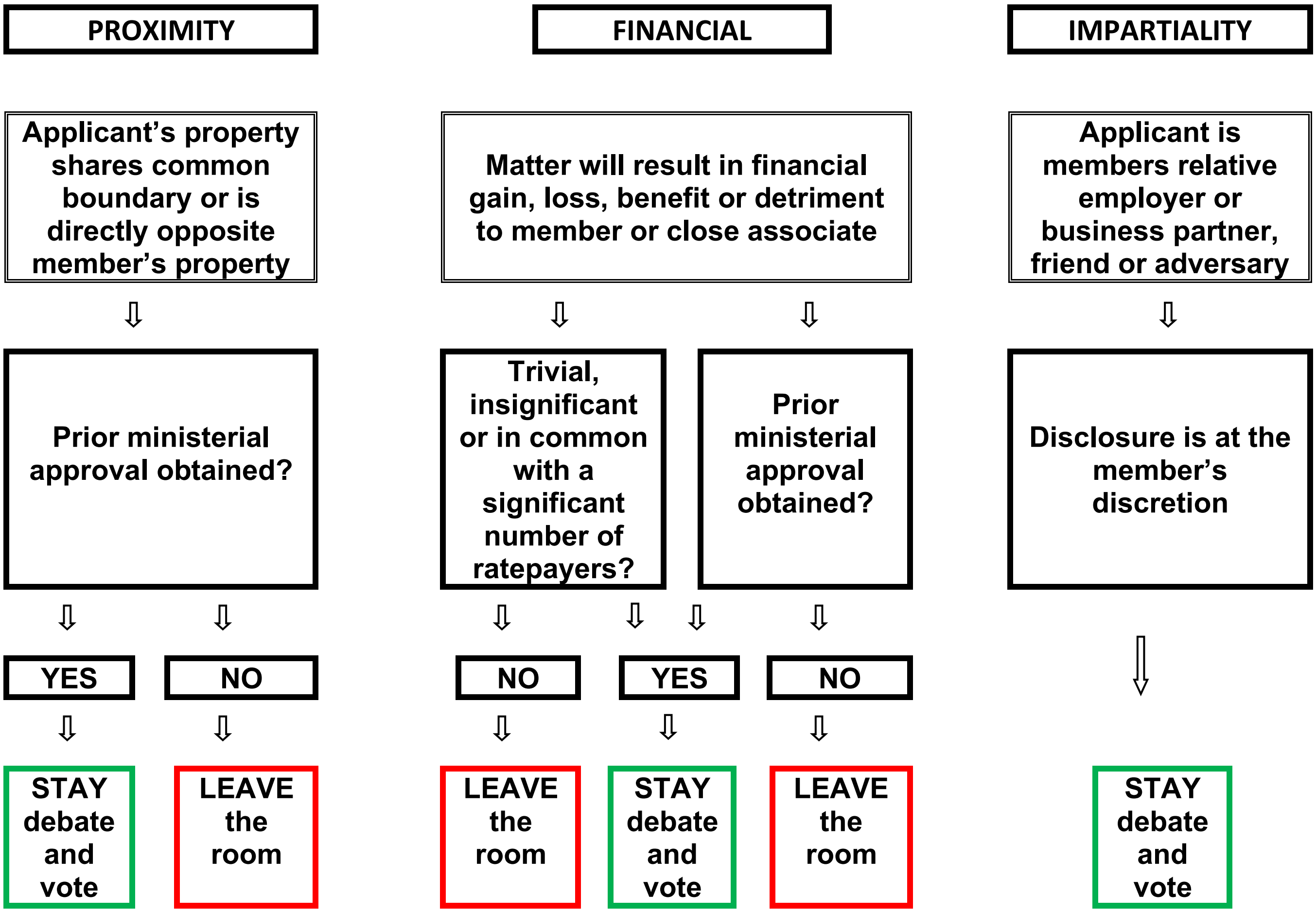
Note 1: For Ordinary meetings of Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

Note 2: Employees or Contractors disclosing an interest in any matter apart from at meetings, where there is a conflict of interest including disclosures required by s5.71 are required to submit this form to the CEO as soon as practicable.

OFFICE USE ONLY

CEO: ______________________ **Signed:** ______________________ **Date:** ______________

Declaring an Interest



Local Government Act 1995 **- Extract**

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(a) in a written notice given to the CEO before the meeting; or (b) at the meeting immediately before the matter is discussed. (Penalties apply).

(2) It is a defence to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3)This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the Council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the Council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply)

'Local Government (Administration) Regulations 1996 **– Extract**

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

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AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at:

Acknowledgement of Country: -
The Shire of Three Springs acknowledges the traditional owners of this land – the Southern Yamatji people, and their continuing connection to land, water and community. We pay our respects to them and their cultures, and to elders both past, present and emerging**.**

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

	Attendance	**Approved Leave of Absence**	**Absent**
Councillor Lane			
Councillor Eva			
Councillor Heal			
Councillor Mutter			
Councillor Ennor			
Councillor Connaughton			
Councillor Mills			
Chief Executive Officer			
Deputy Chief Executive Officer			
Manager of Infrastructure			
Executive Secretary			

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

		OCM Month	**Moved**	**Seconded**	**Vote**	**Date**
5.1	Cr.		Cr.	Cr.		
5.2	Cr.		Cr.	Cr.		
5.3	Cr.		Cr.	Cr.		

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

That the Minutes of the Council meeting is confirmed as true and accurate record of proceedings.					
		Date	**Moved**	**Seconded**	**Vote**
6.1	Ordinary Council Meeting	26.03.2025	Cr.	Cr.	

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

The Shire President reminds Council Members and Staff of the requirements of Section 5.65 of the *Local Government Act* to disclose any interest during the meeting prior to the matter being discussed.

Members of the public are cautioned against taking any action on Council decisions, on items in which they may have an interest, until such time as they have seen a copy of the Minutes of the meeting or have been advised in writing by Shire of Three Springs staff.

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

Councillor	Activity
Cr. Lane	
Cr. Eva	
Cr. Heal	
Cr. Mutter	
Cr. Ennor	
Cr. Connaughton	
Cr. Mills	

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

10. REPORTS OF OFFICERS

Executive Services	
10.1 Appointment of Bush Fire Control Officers	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0146
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Keith Woodward, Chief Executive Officer
Attachment (s):	Minutes of the Advisory Committee Meeting held Wednesday 12 March 2025.

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☐	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
That Council appoint persons to the positions of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Bush Fire Control Officers for the Shire of Three Springs, and the associated Shire of Three Springs Volunteer Bush Fire Brigade.

Background:
The Three Springs Bush Fire Brigade Advisory Committee meeting was held on the 12 March 2025 - see attached Minutes.

Officer's Comment:
In accordance with the *Bush Fire Act 1954*, Section 38(1), the local government must appoint individuals to be Bush Fire Control Officers.

These appointments are statutory appointments under the provisions of the *Bush Fire Act 1954* and are typical.

Consultation:
Shire of Three Springs Bush Fire Brigades.

Statutory Environment:
The *Bush Fires Act 1954*, Part IV, Division 1, Section 38.

Policy Implications:
Nil

Financial/Resources Implications:
Nil

Strategic Implications:
This item is relevant to the Council's approved Strategic Community Plan 2024-2034

Strategic Community Plan 2024- 2034	
Council Objectives:	**Outcome:**
People are motivated, work together and have an increased pride and participation in the community.	Maintain and improve the provision of emergency services. Support and acknowledge volunteers Continue to support community organisations.

This item is relevant to the Council's approved Corporate Business Plan 2020-2024

Corporate Business Plan 2020 - 2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority

Officer's Recommendation:

OFFICERS RECOMMENDATION:	**10.1**

That Council appoint the following persons to the positions of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Bush Fire Control Officer:

Shire of Three Springs Volunteer Bush Fire Brigade:

1. Ash Bone to the position of Chief Bush Fire Control Officer

2. Jim Heal to the position of Deputy Chief Bush Fire Control Officer

Town Brigade:

3. Rod Ennor to the position of Town Captain

4. Bryce Nicol to the position of Town Lieutenant

East Brigade:

5. Liam Mutter to the position of East Captain
6. Kyle Lane to the position of East Lieutenant

West Brigade:

7. Jim Heal to the position of West Captain
8. Chad Eva to the position of West Lieutenant

Arrino Brigade:

9. Ash Bone to the position of Captain
10. Kade Mutter to 1st Lieutenant
11. Bailey Mutter to 2nd Lieutenant

10. REPORTS OF OFFICERS

Executive Services	
10.2 Mid-West Grain Freight Route Projects- Project Update	
Agenda Reference:	MI
Location/Address:	Shire of Three Springs
Name of Applicant:	Manager of Infrastructure
File Reference:	ADM0523
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Seeko Johnson, Manager of Infrastructure
Attachment (s):	Nil

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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Report Purpose:
To provide Council with a comprehensive progress update on the Mid-West Grain Freight Route Projects, highlighting key achievements, challenges, and compliance matters as of **13 May 2025**. The report addresses construction milestones, health and safety concerns, environmental obligations, financial updates, and strategic alignment with Council's long-term objectives.

Background:
In December 2024, Council awarded Tender RFT 24.25-01 to Red Dust Holdings (RDH) for the Mid-West Grain Freight Route Project. The project is jointly funded by an 80% Federal grant and 20% State contribution supporting vital upgrades to 47.58 km of freight roads aimed at improving safety, efficiency, and connectivity within the agricultural sector. GHD Pty Ltd has been appointed as the Superintendent's Representative, responsible for ensuring compliance and overseeing technical delivery. This update outlines progress following the sixth Construction Progress Meeting, held on 13 May 2025.

Officer’s Comment:

Project Status Update:
The project is divided into four key road sections, each at varying stages of completion. The scope of works includes widening the road shoulders, sealing the pavement, reinstating the table drains, and extending the culverts.
While the maintenance of Kangaroo Road and First North Road remained the Shire’s responsibility during the Stage 1 detour, this component is now complete. During the detour period (until 20 May), RDH supported operations by providing a semi-water tanker for dust suppression. The Shire’s grader, staff, fuel, and vehicle costs incurred for maintenance during this time were billed to the road upgrade contract, ensuring there was no impact on the Shire’s unsealed road maintenance budget.
For Stage 2 and Stage 3 detours, all associated maintenance responsibilities will fall under the contractor (RDH), ensuring no further operational burden on Shire resources.
The Shire has shared detour maps and regular updates through Facebook notifications and Three Springs website to ensure wider community visibility. Additionally, an SMS text alert system will be implemented to provide timely notifications to residents regarding detour-related road works.

1. **Three Springs–Eneabba Road (SLK 12–40.16):**
   Subgrade preparation and sealing works are progressing under Section SP2. Sealing commenced on 17 May 2025, targeting completion up to SLK 24 by 29 May. Ground truthing for vegetation regrowth between SLK 24–20 is underway. Delays may arise if NVCP approvals are not secured for regrowth areas.

2. **Inering Road (SLK 0–2.02):**
   Practical Completion (PC) was achieved on 13 May 2025 for Section SP3. Minor outstanding works include primer sealing at a farmer paddock access point (SLK 19.6), scheduled for completion by 31TMay 2025.

3. **Perenjori–Three Springs Road (SLK 16.4–23.9):**
   Practical Completion (PC) was achieved on 13 May 2025 for Section SP4. Remaining tasks involve installing two culvert headwalls (SLK 16.87 and SLK 19.6), which are pending final approvals and material deliveries.

4. **Three Springs–Eneabba Road (SLK 2.14–12):**
   Shoulder widening and sealing works are currently delayed due to pending Native Vegetation Clearing Permit (NVCP) approvals. A desktop assessment of vegetation regrowth and environmentally sensitive areas (ESAs) between SLK 24 and SLK 12 was completed on 13 May 2025. The Shire is unable to confirm historical maintenance activities in these sections, necessitating full NVCP compliance. Construction is postponed until post- winter 2025, contingent on permit approvals.

Perenjori–Three Springs Road (SLK 16.4–23.9):

Inering Road (SLK 0–2.02):

Key Milestones:

- Practical Completion (SP3 & SP4): Achieved on 13 May 2025, with minor works ongoing.
- Sealing Works (SP2): Commenced on 17 May 2025, focusing on SLK 40.16–24.
- Vegetation Ground Truthing: Completed on 13 May 2025 for SLK 24–2.14, informing NVCP requirements.
- Winter Break: Construction pauses from June 15 2025, resuming in September 2025.
- Stage 2 Detour: The Stage 2 detour will be in place from 21 May 2025 to 15 June 2025. The designated detour route will follow Turkey Flat Road, Dookanooka Road, and Wilton Well Road.

Health, Safety, and Environment (HSE):

- Safety Concerns: Speed limits on gravel detour roads remain unresolved due to regulatory constraints. RDH will implement advance warning signs and monitor road conditions.
- Traffic management for Stage 2 detours (21 May – 15 June 2025) contingent on weather conditions.
- Vegetation Clearing: NVCP applications are mandatory for regrowth areas (SLK 24–12) due to insufficient maintenance records. Clearing in ESAs (SLK 15.6, 14.9, 14.05, 13.9, 13.7) is prohibited pending ecological surveys.

Key Issues and Risks:

- Vegetation Delays: NVCP approvals for SLK 24–12 are critical to avoid program slippage post-winter. Delays may necessitate scope adjustments or revised methodologies.
- Traffic Management: Stage 2 detour road works (21 May – 15 June) subject to weather conditions.
- Gravel Supply: Alternative source gravel sourced from Dudawa Haulage (David Groves) approved after compliance testing (CBR 95+, suitable sieve range).

Financial Status:

Category	Amount
Total Project Budget	$11,500,000
Federal Grant (80%)	$9,200,000
State Grant (20%)	$2,300,000
Approved Contractor Budget	$10,341,788
Consultant Budget	$525,000 (as of 14/04/2025)
Variations Pending Approval	$197,797.40
Paid to Date (Shire)	$340,957 (March 2025 – RDH & GHD) $82,525.39 (April 2025 – GHD)
Progress Claim 1 (March 2025)	$363,782 (Approved by MRWA)
Progress Claim 2 (April 2025)	$2,204,283 (Approved by MRWA)
Balance Remaining from Budget	$8,909,891

Reimbursement Timeline:

- Progress Claim 1 (March 2025): MRWA reimbursement expected by 29 May 2025.
- Progress Claim 2 (April 2025): MRWA reimbursement expected by 29 May 2025.

Strategic and Corporate Alignment:

This item is relevant to the SoTS Corporate Business Plan 2020-2024.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Outcome 1.1.C	Safe, efficient and connected transport network
Outcome 6.1	Collaborate with Main Roads WA, neighbouring Shires, and regional groups to advance freight infrastructure projects.

This item is relevant to the SoTS Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Strategy 2.3.2	Completion of key road construction projects.

Voting Requirements:
Simple Majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.2
That Council: 1. notes the status update for the Mid-West Grain Freight Route Projects as outlined in this report; and 2. requests quarterly updates from the Manager of Infrastructure until project completion.	

10. REPORTS OF OFFICERS

Executive Services	
10.3 Application for Rate Exemption – Murchison Region Aboriginal Corporation	
Agenda Reference:	DCEO
Location/Address:	Lot 23 Williamson Street, Three Springs
Name of Applicant:	Murchison Region Aboriginal Corporation
File Reference:	A352
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Krys East, Deputy Chief Executive Officer
Attachment (s):	1. Letter from Murchison Region Aboriginal Corporation 2. Response to email 29/04/2025. 3. Supporting Documentation

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☐	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
To consider a request from the Murchison Region Aboriginal Corporation (MRAC) for a continuation of rates exemption for Lot 23 (92) Williamson Street, Three Springs (Assessment 352) and determine the terms under which the exemption will be granted.

Background:
In 2018, Council granted MRAC a five-year rates exemption for the property at Lot 23 (92) Williamson Street, Three Springs, based on the organisation's status as a registered charity and its use of the property for exclusively charitable purposes.

As part of the previous exemption arrangement, MRAC entered into a Deed of Settlement with the Shire under which it made an ex-gratia payment equivalent to 20% of the general rates that would otherwise have been payable. This Deed expired at the end of the 2023/24 financial year.

MRAC has now applied to renew the rates exemption, providing supporting documentation confirming its ongoing charitable status. Initially, a proposal was put to MRAC to continue the exemption under similar terms, including a continuation of the 20% ex gratia payment.

MRAC has responded advising that, based on legal advice and in reference to the MRAC v Shire of Yalgoo SAT decision, they are not prepared to enter into any agreements involving ex gratia payments. However, MRAC has confirmed that it accepts its obligation to pay the Emergency Services Levy (ESL) under the Fire and Emergency Services Regulations 1998 and agrees that payment of the domestic waste collection charge is reasonable.

Officer's Comment:
Section 6.26(2)(g) of the Local Government Act 1995 requires that land used exclusively for charitable purposes be exempt from rates.

Given MRAC's charitable status and the property's ongoing use for providing affordable housing to Aboriginal and Torres Strait Islander peoples, it is clear that the property remains eligible for exemption.

The Shire is legally obligated to grant the exemption without imposing a financial contribution (ex gratia payment) as a condition. Requiring such a payment could expose the Shire to legal risk, particularly considering MRAC's position and relevant SAT precedent.

MRAC will pay the ESL and waste collection charges.

Consultation:

- Shire of Three Spring's Chief Executive Officer
- Murchison Region Aboriginal Corporation representatives

Statutory Environment:

- *Local Government Act 1995, Section 6.26(2)(g) – Land used exclusively for charitable purposes is not rateable.*

- *Fire and Emergency Services Act 1998 – Emergency Services Levy payable regardless of rate exemption.*

Policy Implications:
Nil

Financial/Resources Implications:

The Shire will forgo the general rates on the property ($1,392.84) but will continue to receive payment of the Emergency Services Levy and waste collection charges. No ex gratia contribution will be received.

Strategic Implications:
This item is relevant to the Shire of Three Spring's Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Goal 3: Community Wellbeing – A healthy, cohesive, and safe community	MRAC supports Aboriginal families with secure, affordable housing and social services, contributing to community cohesion and wellbeing.
Goal 1: Economic Development – A prosperous, thriving, and innovative local economy	MRAC reinvests rental income into housing maintenance and community programs, stimulating local economic activity.

This item is relevant to the Shire of Three Spring's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Outcome 1.2 – Increase the availability of land and improve services for housing and industry	MRAC provides community housing and increases the availability of low-income accommodation.
Outcome 3.1 – Support a safe and healthy community	MRAC ensures vulnerable tenants are housed and supported, contributing to safety and health outcomes.
Outcome 3.2 – Support an inclusive community	The organisation's housing and support services directly benefit Aboriginal and Torres Strait Islander people, advancing inclusivity.

Voting Requirements:
Absolute Majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION: 10.3

That Council:

1. Grants a rates exemption to the Murchison Region Aboriginal Corporation (ICN 500) for Lot 23 (92) Williamson Street, Three Springs (Assessment 352) under section 6.26(2)(g) of the Local Government Act 1995, on the basis that the property is used exclusively for charitable purposes;

2. The rates raised for 2024/25 of $1,392.84 for Assessment 352 be written off.

3. Notes that the exemption will remain in effect unless and until there is a material change in:
   - the use of the property;
   - the ownership or status of the organisation; or
   - the legislative framework affecting rates exemptions;

4. Requires MRAC to pay the Emergency Services Levy and the domestic waste collection charge as determined annually in the Shire’s budget;

5. Notes that MRAC has declined to enter a new ex gratia payment arrangement.

10.4 REPORTS OF OFFICERS

Corporate Services	
10.4. Schedule of Fees and Charges for 2025-26	
Agenda Reference:	
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Krys East - Deputy Chief Executive Officer
Attachment (s):	Draft Schedule Fees and Charges 2025-26

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
■	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
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Report Purpose:
This report presents the revised Schedule of Fees and Charges for the 2025/26 financial year for Council review and adoption.

Background:
Section 6.16 of the Local Government Act 1995 permits local governments to impose fees and charges for goods or services provided. The Schedule of Fees and Charges is reviewed annually to ensure accuracy and relevance and to meet legislative and community expectations.

Officer's Comment:
The Fees and Charges Schedule has been reviewed in consultation with staff providing relevant services to the community and ensuring appropriate income levels are generated to the Shire whilst encouraging community usage of the Shire properties and facilities.

On 26 May 2025, the Council workshopped the Draft Schedule of Fees & Charges. Requested changes and amendments have been made to the Fees & Charges. The final Schedule of Fees & Charges will be included in the 2025/26 Budget.

An overall 5% increase was considered for each fee and charge that the Council have the authority to set.

Where applicable, fees have been adjusted in line with legislative updates (e.g., Freedom of Information, planning and building). Some new fees and charges have been included this year.

Waste charges are increased by 10% to close the gap between expense and income. To fully recover the costs, a 10% increase annually over the next few years will be required.

Some charges have been rounded for operational efficiency and ease of payment.

The Draft Schedule of Fees and Charges for 2025/26 is attached.

Generally, pricing for these charges is set below the financial cost of providing the service as there is an expected community service obligation for community/recreation services. In these instances, fees received make a minimal contribution towards the total cost of the service provision, with the balance being met from general rates revenue.

There is no requirement for advertising as the presented Fees and Charges Schedule form part of the Budget Adoption process.

Consultation:
Staff
Councillors

Statutory Environment:
Local Government Act 1995 section 6.16 to 6.19 allows for the setting of the Schedule of Fees & Charges.

"6.16. Imposition of fees and charges

(1) A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

** Absolute majority required.*

(2) A fee or charge may be imposed for the following —

1. (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;

2. (b) supplying a service or carrying out work at the request of a person;

3. *(c) subject to section 5.94, providing information from local government records;*

4. *(d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*

5. *(e) supplying goods;*

6. *(f) such other service as may be prescribed.*

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

7. *(a) imposed* during a financial year; and*

8. *(b) amended* from time to time during a financial year.*

** Absolute majority required.*

6.17. Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

9. *(a) the cost to the local government of providing the service or goods; and*

10. *(b) the importance of the service or goods to the community; and*

11. *(c) the price at which the service or goods could be provided by an alternative provider.*

(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —

12. *(a) under section 5.96; or*

13. *(b) under section 6.16(2)(d); or*

14. *(c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.*

(4) Regulations may —

15. *(a) prohibit the imposition of a fee or charge in prescribed circumstances; or*

16. *(b) limit the amount of a fee or charge in prescribed circumstances.*

6.18. Effect of other written laws

(1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —

17. *(a) determine an amount that is inconsistent with the amount determined under the other written law; or*

18. *(b) charge a fee or charge in addition to the amount determined by or under the other written law.*

(2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. *Local government to give notice of fees and charges*

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

19. *(a) its intention to do so; and*

20. *(b) the date from which it is proposed the fees or charges will be imposed."*

Policy Implications:
Nil

Financial/Resources Implications:
Fees and charges represent less than 5% of total revenue. This update will positively impact the 2025/26 Budget and cost recovery efforts.

Strategic Implications:
This item is relevant to the Council's approved Strategic Community Plan 2018-2028.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Maintain affordability and transparency in service delivery	Effective and sustainable financial management

This item is relevant to the Council's approved Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
	Annual review and implementation of updated Fees and Charges

Voting Requirements:
Absolute Majority

Officer's Recommendation:

OFFICERS RECOMMENDATION:	10.4
That Council: 1. Reviews and adopts the 2025/26 Schedule of Fees and Charges as presented. 2. Notes that the adopted Schedule will take effect from 1 July 2025. 3. Authorises the inclusion of the Schedule of Fees and Charges in the 2025/26 Annual Budget.	

10. REPORTS OF OFFICERS

Corporate Services	
10.5. Elected Members' Fees and Allowances For 2025-26	
Agenda Reference:	
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Krys East - Deputy Chief Executive Officer
Attachment (s):	

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☐	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
The council to consider and set the member sitting fees and allowances for the 2025/26 financial year within the range determined by the Salaries and Allowances Tribunal (SAT).

Background:
The Local Government Act 1995 and Local Government (Administration) Regulations 1996 entitle elected members to a sitting fee for attending Council and Committee meetings. On 4 April 2025, SAT made slight increases to allowance rates/ranges from the previous determination applicable to Three Springs Council with the new rates/ranges effective 1 July 2025.

Officer's Comment:

SAT determines the range of payments and allowances within which local governments set the actual amount. The Shire of Three Springs is a Band 4 Council. All figures presented within this item apply to Band 4.

<u>Meeting attendance fees and Annual allowance for Presidents and Deputy Presidents</u>

The Shire of Three Spring's Policy 2.11 states:

"1.1 Presidents Allowance

The President shall be entitled to an annual Local Government allowance equivalent to 75% of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal

1.2 Deputy President Allowance

The President shall be entitled to an annual Local Government allowance equivalent to 25% of the President Allowance.

1.3 Meeting Attendance Allowance

President and Council shall be entitled to an annual Local Government allowance equivalent to 75% of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal."

The Shire's Policy 2.11 mistakenly set the Meeting Attendance Allowance at 75% when it was intended to be 80%. A recommendation is included for Council to amend this percentage in the policy to reflect the original intent.

The following table shows the change in Allowances over the preceding year and the proposed allowances based on Council Policy with Meeting Attendance Fees calculated at 80%.

Item	2024/25	2025/26		
		As per Policy	Maximum Amount	Calculated Amount
President's Allowance per annum	$16,282.50	75% of maximum amount permitted	$22,470.00	$16,852.50
Deputy President's Allowance per annum	$4,070.62	25% of President's Allowance	$5,617.50	$4,213.12
Council Meeting – President per meeting	$424.00	80% of maximum amount permitted	$550.00	$440.00
Council Meeting – Councillor per meeting	$208.00	80% of maximum amount permitted	$270.00	$216.00
Committee & Prescribed Meeting – All – per meeting	$104.00	80% of maximum amount permitted	$135.00	$108.00

<u>Annual allowances in lieu of reimbursement of expenses - ICT</u>

As per the SAT determination of 4 April 2025, ICT expenses (Information & Communication Technology) means:

1. *rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or*

2. *any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations; or*
3. *any expenses, including the purchase costs, of ICT hardware provided to elected members."*

Council Policy states:
"*1.4 Telecommunications Allowance*
Council members shall be entitled to an annual telecommunications allowance equal to 60% of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal to cover all information and communications technology costs that are a kind of expense for which Council members may be reimbursed as prescribed by Regulations 31(1)(a) and 32(1) of the Local Government (Administration) Regulations 1996."

In 2024/25, the Shire of Three Springs ICT annual allowance was $2,100.

SAT has determined that the minimum annual allowance for ICT expenses is $500 and the maximum annual allowance is $3,500. Adhering to the Policy, the recommendation for ICT annual allowance for 2025/26 remains at $2,100.

<u>Annual allowances in lieu of reimbursement of expenses – Travel and Accommodation</u>

SAT has set an annual allowance for travel and accommodation expenses at $100. Council Policy provides for reimbursing of these expenses, so an Annual allowance is not applicable following policy.

Reimbursement for travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers' (Western Australia) Award 2021 (Award) as at the date of this determination (5 April 2024) as per determination 8.2 (5)

The following are the rates stated in the Award:

1. 30.6 Rates of hire for use of an Officer's own motor vehicle on official business shall be as follows: Engine displacement (in cubic centimetres)			
2. Area and Details	3. Over 2600cc	4. Over 1600cc to 2600cc	5. 1600cc and under
6. Cents per kilometre			
7. Metropolitan area	8. 93.97	9. 67.72	10. 55.85
11. South West Land Division	12. 95.54	13. 68.66	14. 56.69
15. North of 23.5 Latitude	16. 103.52	17. 74.12	18. 61.21

19. Rest of state	20. 99.01	21. 70.87	22. 58.37
23. Motor cycle		24. Rate c/km	
25. Distance travelled		26. 32.55	

- Motor vehicles with rotary engines are to be included in the 1600 – 2600 category.
- Metropolitan area means that area within a radius of 50 kilometres from the Perth Railway Station.
- South West Land Division means the South West Land Division as defined by Section 28 of the Land Act.
- Other areas means that area of the State south of 23.5 degrees South Latitude, north of 23.5 degrees South Latitude, excluding the Metropolitan area and the South West Land Division.

Consultation:
Keith Woodward – CEO

Statutory Environment:
Salaries and Allowances Tribunal Determination 04 April 2025
Sections 5.98 – 5.100 of the Local Government Act 1995
Regulation 30 of the Local Government (Administration) Regulations 1996
Section 30.6 of the Local Government Officers' (Western Australia) Award 2021

Policy Implications:
Adherence to Policy 2.10

Financial/Resources Implications:
Council sitting fees, travel reimbursement, ICT allowance and President's/Deputy President's allowances will be included in the 2025/26 budget at the endorsed levels.

Strategic Implications:
This item is relevant to the Council's approved 'Strategic Community Plan 2024-2034'

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Objective 7.1 High standard of governance	Ongoing long term financial planning and transparent financial management.

This item is relevant to the Council's approved 'Corporate Business Plan 2020 – 2024'.

Corporate Business Plan 2020 – 2024	
Scope Statement:	**Project Outputs:**

Civic Leadership	A long term strategically focused Shire that is efficient, respected and accountable.

Voting Requirements:
Absolute Majority.

OFFICERS RECOMMENDATION:	**10.5**

That Council adopts:

Elected Members' Fees and Allowances for 2025-26.

27. Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following fees for payment of elected members individual meeting attendance fees:

    President $440 per meeting
    Councillors $216 per meeting

28. Pursuant to section 5.98(2) (b) and (2a) (b) of the *Local Government Act 1995* and regulation 30 (3A) of the *Local Government (Administration) Regulations 1996*, council adopts the following fees for payment of elected members Prescribed meeting attendance fees:

    Elected Members $108 per meeting

29. Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

    President $16,852.50 PA
    Deputy President $4,213.12 PA

30. Pursuant to section 5.99(A) of the *Local Government Act 1995*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

    ICT Allowance $2,100 PA

And approves the amending of Council Policy 2.10 Section 1.3 from:

'<u>1.3 Meeting Attendance Allowance</u>
The President and Council shall be entitled to an annual Local

*Government allowance equivalent to **75%** of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal.'*

To:

'1.3 Meeting Attendance Allowance
*The President and Council shall be entitled to an annual Local Government allowance equivalent to **80%** of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal.'*

10. REPORTS OF OFFICERS

Corporate Services	
10.6 Monthly Financial Report for Periods 31 March & 30 April 2025	
Agenda Reference:	DCEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0243
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Krys East, Deputy Chief Executive Officer
Attachment (s):	Monthly Financial Report 31 March 2025 Monthly Financial Report 30 April 2025

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
■	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
That Council accepts the monthly financial report for the period ending 31 March 2025 and 30 April 2025.

Background:
The Provision of the FM Regulations 1996 and associated regulations requires a monthly financial report to be presented at an ordinary council meeting within 2 months of the period end date.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —

  (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

  (b) recorded in the minutes of the meeting at which it is presented.

Officer's Comment:

The 2024-2025 Budget was adopted at the Special Council Meeting held on 15 August 2024.

Further information can be found by referring to Financial/Resources Implications.

Consultation:
Nil

Statutory Environment:
The preparation of Monthly Financial reports is prepared under Section 6.4 of the Local Government Act 1995.

In accordance with FM regulation 34 (5), a report must be complied on variances greater than the materiality threshold adopted by the council of $10,000 and 10%. As this report is composed at a program level, variances commentary considers the most significant items that comprise the variance.

"34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

Committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and

(b) budget estimates to the end of the month to which the statement relates; and

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing —

(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and

(b) an explanation of each of the material variances referred to in sub regulation (1)(d); and

(c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —

(a) according to nature and type classification; or

(b) by program; or

(c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —

(a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

(b) recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances."

Policy Implications:
Nil

Financial/Resources Implications:

March 2025:

The total Cash Available as of 31 March 2025 is $5,610,074. Cash available comprises Unrestricted cash of 3,474,752 and Restricted cash of $2,135,322, primarily made up of various reserves.

Rates Debtors balance as at 31 March 2025 is $357,356. Rates Notices for 2024-25 were issued on 26 August 2024. The rates collected as at end of March 2025 was $2,746,286 – 88.49%

Operating Revenue – Operating revenue of $3,762,168 is made up of Rates – 42%, Grants - 51%, Fees and Charges - 4%, Other Revenue - 1% and Interest Earnings – 2%.

Operating Expenses – Operating expenses of $4,940,072 is made of Depreciation - 40%, Employee Costs – 32%, Materials and Contracts – 18%, Insurance – 5%, Utilities – 4%, Loss on Disposal of Assets – 0% and Other Expenditure – 1%.

April 2025:

The total Cash Available as of 30 April 2025 is $5,483,958. Cash available comprises Unrestricted cash of 3,341,122 and Restricted cash of $2,142,836, primarily made up of various reserves.

Rates Debtors balance as at 30 April 2025 is $161,138. The rates collected as at end of April 2025 was $2,946,119 – 94.81%

Operating Revenue – Operating revenue of $3,795,458 is made up of Rates – 42%, Grants - 51%, Fees and Charges - 4%, Other Revenue - 1% and Interest Earnings – 2%.

Operating Expenses – Operating expenses of $5,447,665 is made of Depreciation - 41%, Employee Costs – 31%, Materials and Contracts – 17%, Insurance – 5%, Utilities – 5%, Loss on Disposal of Assets – 0% and Other Expenditure – 1%.

Strategic Implications:
This item is relevant to the Council's approved Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Nil	Nil

This item is relevant to the Council's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.6
That Council accepts the monthly financial reports for the periods ending 31 March 2025 and 30 April 2025	

10. REPORTS OF OFFICERS

Corporate Services	
10.7 Accounts for Payments 31 March 2025	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0083
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Jelena Brown, Assistant Finance Officer
Attachment (s):	List of creditors paid as at 31 March 2025

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
■	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
That Council accepts the payment of creditors in accordance with Local Government (Financial Management) Regulations 1996 section 13 (1).

Background:
Financial regulations require a schedule of payments made through the Council's bank accounts, be presented to Council for their inspection. The list includes details for each account paid, incorporating the payee's name, amount of the payment, date of payment and sufficient information to identify the transaction.

Officer's Comment:
Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment.

Consultation:
Nil

Statutory Environment:
Local Government Act 1995 Section 6.4.
Local Government (Financial Management) Regulations 1996 Section 12 and 13.

12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction;

and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub regulation (1) or (2) is to be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Policy Implications:
Nil

Financial/Resources Implications:
Funds available to meet expenditure in accordance with Shire of Three Springs adopted budget 2024-2025.

Strategic Implications:

This item is relevant to the Council's Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Nil	Nil

This item is relevant to the Council's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.7**
That Council accepts: 1. The accounts for payment as presented for March 2025 from the CBA Municipal Fund totalling $427,194.11. 2. Represented by Electronic Fund Transfers No's 20676 – 20745 and Direct Debits 16796.1 – 16796.7, 16850.1 – 16862.1 and 16869.1 – 16879.1. 3. Licensing Fund totalling $16,365.90 represented by Direct Debit No. 16797.1 – 16844.1, 16866.1 – 16866.2 and 16880.1 – 16883.1. **Total Payments for March 2025 $443,560.01**	

10. REPORTS OF OFFICERS

Corporate Services	
10.8 Accounts for Payments 30 April 2025	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0083
Disclosure of Interest:	Nil
Date:	28 May 2025
Author:	Jelena Brown, Assistant Finance Officer
Attachment (s):	List of creditors paid as at 31 April 2025

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
■	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
■	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:
That Council accepts the payment of creditors in accordance with Local Government (Financial Management) Regulations 1996 section 13 (1).

Background:
Financial regulations require a schedule of payments made through the Council’s bank accounts, be presented to Council for their inspection. The list includes details for each account paid, incorporating the payee’s name, amount of the payment, date of payment and sufficient information to identify the transaction.

Officer's Comment:
Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment.

Consultation:
Nil

Statutory Environment:
Local Government Act 1995 Section 6.4.
Local Government (Financial Management) Regulations 1996 Section 12 and 13.

12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —

(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction;

and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub regulation (1) or (2) is to be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Policy Implications:
Nil

Financial/Resources Implications:
Funds available to meet expenditure in accordance with Shire of Three Springs adopted budget 2024-2025.

Strategic Implications:
This item is relevant to the Council's Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Nil	Nil

This item is relevant to the Council's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.8

That Council accepts:

1. The accounts for payment as presented for April 2025 from the CBA Municipal Fund totalling $427,194.11.
2. Represented by Electronic Fund Transfers No’s 20676 – 20745 and Direct Debits 16796.1 – 16796.7, 16850.1 – 16862.1 and 16869.1 – 16879.1.
3. Licensing Fund totalling $16,365.90 represented by Direct Debit No. 16797.1 – 16844.1, 16866.1 – 16866.2 and 16880.1 – 16883.1.

Total Payments for April 2025 $443,560.01

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

12.1. Elected Members
12.2 Staff

13. QUESTIONS BY MEMBERS WITHOUT NOTICE

14. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

15. TIME AND DATE OF NEXT MEETING

The Next Ordinary Council Meeting will be held on Wednesday, 25 June 2025 @ 5.30pm.

16. CONFIDENTIAL ITEMS

17. MEETING CLOSURE

There being no further business the Presiding Officer closed the meeting at pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed: ______________________________________
Presiding Officer

Date: 25 June 2025